

TGMI Steering Committee Agenda

Date: Wednesday, May 17, 2017

Place: Andrew Jackson Building

Conference Room #225, Ground Floor

Call to Order - Welcome: Marcus Dodson

The regular meeting of the TGMI Steering Committee was called to order at 2:19 PM.

Attendance

Committee Member	Member Name	Voting Member	Present	Phone
Chair	Marcus Dodson - 2014	Yes	X	
Vice-Chair	Alayna Duffel	Yes		
Past Chair	Michelle Smith - 2013	Yes		X
Past Class President	Jason Seay – 2015	Yes	X	
Past Class Member	Shelley Walker – 2015	Yes		X
Present Class President	Neru Gobin – 2016	Yes	X	
Present Class Member	Sherron Brown – 2016	Yes		
Member At-Large (1st Year)	Michelle Hamblin	Yes		X
Member At-Large (1st Year)	Nneka Norman-Gordon – 2012	Yes	X	
Member At-Large (2nd Year)	Julie Brindle – 2013	Yes	X	
Member At-Large (2nd Year)	Cynthia Taylor – 2008-I	Yes		X
DOHR Ex-Officio	Trish Holliday - 2008-I	No		
DOHR Representative	Antonio Meeks	No		
DOHR Representative	Craig S. Raymer	No		
Visitor	April Romero	No		
Visitor	Tresa Jones	No		X

Quorum: Yes

Secretary Report: Cyndi Taylor

The April 2017 minutes were approved May 8, 2017 with a motion from Michelle Hamblin and a second by Julie Brindle.

Treasurer's Report: Jason Seay

We still need to coordinate ASAP to get the bank account transferred over to the 2017 officers. We will work to get something on the calendar in the next couple of weeks.

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Old Business

Charter Committee: Marcus Dodson

April was not available for today's meeting. There was no old business to report.

Communications Committee: Alayna Duffel

Alayna was not present to provide an update.

Community Service: Neru Gobin

Neru has made contact with Second Harvest regarding community service opportunities. An update is provided under New Business.

Business Events: Michelle Hamblin

Michelle has received a reservation form and a contract from Second Harvest for the Annual Business Meeting. We need to make a final decision on the event location.

Education Development: Sherron Brown

Sherron was not present to provide an update. Marcus reported that TGMI has fulfilled its obligation for lunch-n-learn speakers for 2017. He will reach out to Sherron to see if she needs any additional assistance.

Social Events: Julie Brindle

Julie had no old business to discuss.

New Business:

Chair: Marcus Dodson

The Fall Creek Falls visit went great. Marcus, Jason, and Michelle Smith all met with the current TGMI class to share information about the TGMI alumni network, the steering committee by-laws, and expectations for the class upon graduation. The class was very engaged during the presentation and at the alumni picnic. A number of books were also given away to current class members.

The TGMI alumni leadership guide indicates that all alumni are invited to the annual picnic. Marcus is going to reach out to DOHR to verify that this is correct, or if steering committee members only are

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invited. If all alumni are invited, we need to make sure that communication goes out next year encouraging all alumni to participate.

Upcoming TGMI Class of 2017 Dates:

Week 2: June 4-9, 2017 at UT Knoxville

Graduation: June 28, 2017

There is an upcoming Black Belt service opportunity June 1, 2017 from 11:30 – 12:30 at the TN Tower, 3rd floor conference room K. Participants can purchase items to help create soldier care packages and then meet at the Brown Bag Lunch to assemble the boxes.

For those who don't know, Craig Raymer has left DOHR.

Charter Committee: April Romero

April was not available for today's meeting. There was no new business to discuss.

Communications Committee: Julie Brindle

An email has been sent out requesting information for the next newsletter. The deadline to submit information is May 26, 2017. Julie will send out a reminder as she has not received any information yet.

Julie will post April's TGMI steering committee minutes to the website.

Community Service: Neru Gobin

Neru has spoken with Mr. Shaw at Second Harvest and has received a few community service dates available to TGMI alumni. June 13, 2017 was selected from the available dates. Neru will work with Marcus to send out an email invitation to all TGMI alumni.

Business Events: Michelle Hamblin

Second Harvest was selected as the venue for the 2017 TGMI annual business meeting with a motion made by Jason Seay and a second from Neru Gobin. Jason will work with Michelle Hamblin to get the contract finalized. Donation boxes need to be set up similar to last year.

Education Development: Sherron Brown

No new business was presented. Marcus will reach out to Sherron to see if any assistance is needed.

Social Events: Julie Brindle

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Julie met with Melinda Kelsey, the social events coordinator for TGEI, to discuss possible joint events. There will be an upcoming event at the Germantown Café on June 8, 2017. They are meeting with the owner on Friday to discuss details for the social event.

Additional New Business, Comments, or Concerns

Marcus requested that everyone look at the by-laws and the leadership manual. Please share any needed updates with the group at June's steering committee meeting.

Michelle Hamblin suggested steering committee members send out an email to congratulate and welcome the new class. Marcus will send out the list of new class members and their contact information. Jason suggested we send out an updated invite to the annual business meeting and include the current class in the email. The location of the event should also be updated to reflect Second Harvest.

Adjournment

The meeting was adjourned at 3:00 PM by Marcus Dodson.